



COMMONWEALTH of VIRGINIA

Department of Medical Assistance Services

PATRICK W. FINNERTY
DIRECTOR

SUITE 1300
600 EAST BROAD STREET
804/786/7933
804/225/4512 (FAX)
800/343-0634 (TDD)

May 25, 2004

Dear Medicaid Participating Provider:

The Department of Medical Assistance Services has developed two new Community-Based Residential Treatment Services. You are invited to attend one of the two training seminars introducing these services. This training will focus on:

- Facility qualifications (no more than 16 beds)
- Detailed information on the required services
- Limitations and exclusions
- Medicaid eligibility verification
- CMS-1500 claim submission
- Remittance Advice (RA)

You will find information on the seminar sites attached, along with dates, times and a registration form. Please mail **or** fax your registration as designated on the registration form. The completed registration form must be received in our office **five (5)** business days prior to the scheduled session. **You will be contacted only if we are unable to accommodate your registration request.** It will **not** be possible to accept seminar registrations by phone.

If you require accommodations due to a physical handicap, please contact the Department of Medical Assistance Services at least two weeks prior to the seminar at (804) 371-6327. Reasonable accommodations will be provided upon request.

We look forward to your participation in our Medicaid Seminar. If you have any questions regarding these sessions, please call (804) 371-6327.

Sincerely,

Myra M. Smith
Trainer and Instructor III

Encl.: 2

Medicaid Community-Based Residential Treatment Training

DATE	TIME	LOCATION
Tuesday June 15, 2004	Registration 8:30 am Seminar 9:00 am – 12:30 pm	United Methodist Family Services Charter House School Building 3900 West Broad Street Richmond, VA 23230
Thursday June 17, 2004	Registration 8:30 am Seminar 9:00 am – 12:30 pm	Augusta County Government Center Board Room Auditorium 18 Government Center Lane Verona, VA

Directions To The Training Sites

United Methodist Family Services (Charter House School Building thru the main gate on the left)

From the south: From Interstate 95 going north, take Exit #79 (it will say "195 South and 64 West").

Take 195 South to the Hamilton and Broad Street Exit. Go to the light. This is Broad Street, turn right, go approximately 100 yards to the UMFS front entrance.

From the north: From Interstate 95 going south, take Exit 79 (it will become 64 West) stay in the left lane and pick up 195 South. Follow the same directions from 195 South as above.

From the east: From Interstate 64 going west, take the Powhite Exit which is 195 South to the Hamilton and Broad Street Exit and follow directions from 195 South as above.

From the west: From Interstate 64 going east, (when you get to Richmond, I-95 and I-64 will be the same road), take Exit 79 off I-95 which becomes 64 west. Stay in the left lane and it will pick up 195 South and follow the directions from 195 South as above.

Augusta County Government Center

North From Staunton- Take **Exit 225- Woodrow Wilson Parkway**. **Left** onto **Woodrow Wilson Parkway (Rt. 275)**. **Right** onto **Lee Highway (US 11)** at the first traffic light (Ingleside). **Right** onto **Dick Huff Lane** at the second traffic light.

South From Harrisonburg: Take **Exit 227-Verona**. **Right** onto **Laurel Hill Rd. (Rt. 612)**. **Left** onto **Lee Highway (US 11)** at the second traffic light (Burger King). **Left** onto **Dick Huff Lane** at the first traffic light.

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES

**Community-Based Residential Treatment Training
REGISTRATION**

PROVIDER NAME _____

PROVIDER ADDRESS _____

CONTACT PERSON (if questions): _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

EMAIL: _____

LOCATION	NAME OF PARTICIPANT

PLEASE RETURN TO: DEPT. OF MEDICAL ASSISTANCE SERVICES

TRAINING UNIT

600 E. BROAD ST., SUITE 1300

RICHMOND, VA 23219

FAX: (804) 786-6229 or (804) 225- 4393

INFORMATION: (804) 371-6327